

M e m o r a n d u m

Date: December 4, 2009

To: Gold Run Area

Attention: Lieutenant J. P. Arrabit

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.17044.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on October 7, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 352 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 55 items when rounded up to the next whole number (d).

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	148	42.05%	22.29	23
Telecommunications	131	37.22%	19.73	20
Fleet	14	3.98%	2.11	3
Weapons	59	16.76%	8.88	9
Total	352			55

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 52 of the 55 items were located. Three items were transferred to another agency. Furthermore, five of the 52 items require a correction be made to the property record. Additionally, one of the five items requires a replacement decal. The property

Safety, Service, and Security

Gold Run Area
Page 2
December 4, 2009

inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, 36 of the 48 items reconciled. Eleven items were transferred to another agency and one item requires a correction be made to the property record. The property inspection results of equipment located at the command to the OPI inventory list are summarized in Attachment A.

I request your command research and investigate all discrepancies in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by March 4, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.



M. C. A. SANTIAGO, CIG
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Valley Division
Fiscal Management Section
Telecommunications Section
Office of Inspections, Audits Unit

ATTACHMENT A

OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
GOLD RUN - 221
October 7, 2009

ATTACHMENT A

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
SNOW BLOWER	145013			X			Add serial number GX340337.
Battery Charger - Radio	R55013				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55023				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55027				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Hand-Held Radio	R63343			X			Item assigned to employee ID# 11614, correction from ID# 14274.
Citizen Band Radio	R75417			X			Item located in vehicle 1270589.
Citizen Band Radio	R75420			X			Item removed from vehicle, located in ASM office as a spare. Replacement tag also needed.
Citizen Band Radio	R81630			X			Item located in vehicle 1247979.
Mobile Repeater	R49630			X			Item located in ASM office as a spare.
Battery Charger - Radio	R55014				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55015				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55016				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55017				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55018				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55020				X		Item transferred to Cal-Trans, signed CHP 266 attached.

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
GOLD RUN - 221
October 7, 2009**

ATTACHMENT A

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
Battery Charger - Radio	R55021				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55022				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55024				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55025				X		Item transferred to Cal-Trans, signed CHP 266 attached.
Battery Charger - Radio	R55026				X		Item transferred to Cal-Trans, signed CHP 266 attached.

ATTACHMENT B

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
GOLD RUN - 221**

ATTACHMENT B

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT								
1	108113	WASHER PRESSURE PORTABLE	X					
2	112134	RADAR VEHICLE MOUNTED	X					
3	113081	GLOBAL POSITIONING SATELLITE	X					
4	115561	RADAR, VEHICLE	X					
5	115566	RADAR, VEHICLE	X					
6	116094	FACSIMILE MACHINE	X					
7	126076	CAMERA	X					
8	137966	CANOPY	X					
9	145013	SNOW BLOWER	X				X	Add serial number GX340337.
10	145387	LAPTOP	X					
11	145392	LAPTOP	X					
12	145397	LAPTOP	X					
13	145398	LAPTOP	X					
14	145400	LAPTOP	X					
15	148873	PRINTER	X					
16	149904	Uninterruptable Power Source	X					
17	159317	ANALYZER BREATH PAS DEVICE	X					
18	159319	ANALYZER BREATH PAS DEVICE	X					
19	159321	ANALYZER BREATH PAS DEVICE	X					
20	159322	ANALYZER BREATH PAS DEVICE	X					
21	163952	VOICE RECORDER DIGITAL	X					
22	93515	CAMERA STILL INSTANT PICTURE P029537	X					
23	XRR0678	ALCOHOL SCREENING DEVICE/CASE P037047	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
GOLD RUN - 221**

ATTACHMENT B

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
EQUIPMENT TO INVENTORY LIST								
1	108352	CAMERA INSTANT	X					
2	110277	SHREDDER	X					
3	113080	GLOBAL POSITIONING SATELLITE	X					
4	128156	SWITCH 3COM SUPER STACK II	X					
5	129919	PRINTER	X					
6	130044	PRINTER	X					
7	140007	FILE SERVER	X					
8	145279	SWITCH	X					
9	149905	Uninterruptable Power Soure	X					
10	149950	ROUTER	X					
11	151286	COMPUTER	X					
12	162102	PRINTER	X					
13	XRR0186	ALCOHOL SCREENING DEVICE/CASE P037047	X					

LEGEND

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ATTACHMENT C

CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
GOLD RUN - 221

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	R43601	Mobile Radio	C2893F	1223767	9541999	X				
2	R44745	Mobile Repeater	1183640	C2798F	7615749	X				
3	R54173	Scanner	C3024F	6EED833	45006972	X				
4	R55013	Battery Charger - Radio	Loan 1995	Cal Trans	4360758			X		Item transferred to Cal-Trans, signed CHP 266 attached.
5	R55023	Battery Charger - Radio	Loan 1995	Cal Trans	4360759			X		Item transferred to Cal-Trans, signed CHP 266 attached.
6	R55027	Battery Charger - Radio	Loan 1995	Cal Trans	4360760			X		Item transferred to Cal-Trans, signed CHP 266 attached.
7	R63343	Hand-Held Radio	14274	AREI-08	402AWY0991	X			X	Item assigned to employee ID# 11614, correction from ID# 14274.
8	R63940	Hand-Held Radio	17320		402AWY1405	X				
9	R64567	Hand-Held Radio	13036		402AWY7400	X				
10	R75417	Citizen Band Radio	1189738		75015459	X			X	Item located in vehicle 1270589. Item removed from vehicle, located in ASM office as a spare.
11	R75420	Citizen Band Radio	1161223		75015480	X			X	Replacement tag also needed.
12	R78890	Control Head - Mobile	1240057			X				
13	R79023	Citizen Band Radio	1183640	C2798F	85014470	X				
14	R80136	Control Head - Mobile	C3024F	6EED833		X				
15	R81630	Citizen Band Radio	spare			X			X	Item located in vehicle 1247979.
16	R94042	Scanner	C2896F	1223775	320Z44002909	X				
17	R94114	Scanner		1247979	320Z44002869	X				
18	R95192	Control Head - Mobile	C2648F			X				
19	R97429	Citizen Band Radio	1183682	C2735F	54025439	X				
20	R99570	Citizen Band Radio	C2893F	1223767		X				

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CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
GOLD RUN - 221

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
EQUIPMENT TO INVENTORY LIST										
1	R42908	Mobile Radio	C2896F	1223775	9541608	X				
2	R43774	Mobile Radio	spare		9542211	X				
3	R44329	Mobile Repeater	C2896F	1223775	7546620	X				
4	R49567	Mobile Repeater	C2893F	AI-09	7737433	X				
5	R49630	Mobile Repeater			7821199	X			X	Item located in ASM office as a spare.
6	R54187	Scanner	1183682	C2735F	45006938	X				
7	R55014	Battery Charger - Radio	Loan 1995	Cal Trans	4360764			X		Item transferred to Cal-Trans, signed CHP 266 attached.
8	R55015	Battery Charger - Radio	Loan 1995	Cal Trans	4360763			X		Item transferred to Cal-Trans, signed CHP 266 attached.
9	R55016	Battery Charger - Radio	Loan 1995	Cal Trans	4360481			X		Item transferred to Cal-Trans, signed CHP 266 attached.
10	R55017	Battery Charger - Radio	Loan 1995	Cal Trans	4360766			X		Item transferred to Cal-Trans, signed CHP 266 attached.
11	R55018	Battery Charger - Radio	Loan 1995	Cal Trans	4360300			X		Item transferred to Cal-Trans, signed CHP 266 attached.
12	R55020	Battery Charger - Radio	Loan 1995	Cal Trans	4360757			X		Item transferred to Cal-Trans, signed CHP 266 attached.
13	R55021	Battery Charger - Radio	Loan 1995	Cal Trans	4360767			X		Item transferred to Cal-Trans, signed CHP 266 attached.
14	R55022	Battery Charger - Radio	Loan 1995	Cal Trans	4360761			X		Item transferred to Cal-Trans, signed CHP 266 attached.
15	R55024	Battery Charger - Radio	Loan 1995	Cal Trans	4360768			X		Item transferred to Cal-Trans, signed CHP 266 attached.
16	R55025	Battery Charger - Radio	Loan 1995	Cal Trans	4360765			X		Item transferred to Cal-Trans, signed CHP 266 attached.
17	R55026	Battery Charger - Radio	Loan 1995	Cal Trans	4360762			X		Item transferred to Cal-Trans, signed CHP 266 attached.
18	R58134	Mobile Radio	1183640	C2798F	9935205	X				

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**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
GOLD RUN - 221**

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
19	R70611	Battery Charger - Radio			X					
20	R70613	Battery Charger - Radio			X					
21	R76666	Control Head - Mobile	C2896F	1223775	X					
22	R77086	Control Head - Mobile	C2893F	1223767	X					
23	R86304	Remote Console		1231	X					
24	R93993	Scanner	C2893F	1223767	X					
25	R95245	Control Head - Mobile	1270589		X					
26	R98630	Control Head - Mobile		1247979	X					

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ATTACHMENT D

**CALIFORNIA HIGHWAY PATROL
2009 FLEET INSPECTION GOLD RUN - 221**

ATTACHMENT D

EQUIPMENT ID		LICENSE NUMBER	MANUFACTURER	MODEL	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	1248518	1248518	ENFORCEMENT SEDAN	CRNVIC	X					
2	1248659	1248659	ENFORCEMENT SEDAN	CRNVIC	X					
3	C2893F	1223767	ALL TERRAIN MARKED	EXPED4X	X					
EQUIPMENT TO INVENTORY LIST										
1	1239813	1239813	ENFORCEMENT SEDAN		X					
2	1240057	1240057	ENFORCEMENT SEDAN		X					
3	1247979	1247979	PRIMARY COLLISION FACTOR		X					
4	1248082	1248082	ENFORCEMENT SEDAN		X					
5	1270589	1270589	ENFORCEMENT SEDAN		X					
6	C2735F	1183682	ALL TERRAIN MARKED		X					
7	C2798F	1183640	ALL TERRAIN MARKED		X					
8	C2896F	1223775	ALL TERRAIN MARKED		X					
9	C3024F	6EED833	COMMANDER VEHICLES		X					

LEGEND

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ATTACHMENT E

Department of California Highway Patrol
Complete Area Inventory
221 - Gold Run

ATTACHMENT E

September 25, 2009

Officer Issued Weapons

[REDACTED]					
Issued to officer					
ID#	Last Name	First Name	Ser#	Control#	Comments
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
Y	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
Y	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
Y	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
Y	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	

Issued to officer: [REDACTED]
[REDACTED]

September 25, 2009

ID# Last Name

First Name

Ser#Control#Comments

Issued to officer:

Officer Issued Weapons Total:

Area Issued Weapons

Ser#

Control#Comments

Issued to Area/Division

Ser#

Control#

Comments

Issued to Area/Division:

221 - Gold Run

September 25, 2009

	<u>Ser#</u>	<u>Control#</u>	<u>Comments</u>
Y	[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]	[REDACTED]

<u>Ser#</u>	<u>Control#</u>	<u>Comments</u>
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

Issued to Area/Division		Comments
Ser#	Control#	
Y [REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	

Issued to Area/Division: [REDACTED]

[REDACTED]		
	Issued to Area/Division	
	<u>Ser#</u>	<u>Control#</u>
		<u>Comments</u>
	[REDACTED]	
	[REDACTED]	
	[REDACTED]	
Y	[REDACTED]	
	[REDACTED]	
	[REDACTED]	
Y	[REDACTED]	

Issued to Area/Division: [REDACTED]

Complete Area Inventory

221 - Gold Run

September 25, 2009

<u>Ser#</u>	<u>Issued to Area/Division</u>	<u>Control#</u>	<u>Comments</u>
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Issued to Area/Division:			[REDACTED]
Area Issued Weapons Total:			[REDACTED]
Area Grand Total:			[REDACTED]

OTHER SUPPORTING DOCUMENTS

DATE _____

05/26/95

CREDIT MEMO

CHP 266 (Rev 11-93) OPI 076

FROM: (COMMAND NAME)

GOLD RUN CHP

TO: (COMMAND NAME)

CALTRANS - NEVADA CITY

DRIVER'S SIGNATURE

LOCATION CODE

221

LOCATION CODE

PREPARED BY

CONNIE GULLING

SHIPPED VIA

☐ SSU truck ☒ Other (specify): STATE VEHICLE

NUMBER BOXES/PIECES RECEIVED

POLICE PROTECTIVE EQUIPMENT (Separate form per officer)

[illegible]

OFFICER'S NAME AND ID NUMBER

RECEIVED BY (SIGNATURE) _____

PRINTED NAME

DATE _____

AUTHORIZED BY

SUPPLIES

[illegible]

RECEIVED BY (SIGNATURE)

PRINTED NAME

DATE _____

AUTHORIZED BY

EQUIPMENT

[illegible]

RECEIVED BY (SIGNATURE)

PRINTED NAME

DATE _____

AUTHORIZED BY

USED BRASS (Spent Ammunition Casings) (Do not return Shotgun Casings to Supply Services Unit)

NUMBER OF BOXES	WEIGHT OF BOXES	DESCRIPTION	HQ USE ONLY RECEIVED WHEN
-----------------	-----------------	-------------	------------------------------

RECEIVED BY SIGNATURE)

PRINTED NAME

DATE _____

Use previous editions until depleted